

Message Text

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ORIGIN SS-07

INFO OCT-01 ISO-00 A-01 OC-01 CCO-00 SY-02 NSC-07 NSCE-00

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FM SECSTATE WASHDC

TO USINT DAMASCUS IMMEDIATE

C O N F I D E N T I A L STATE 082929

LIMDIS

FOLLOWING REPEAT STATE 082929 SENT AMMAN DATED APR 27.

QUOTE

C O N F I D E N T I A L STATE 082929

LIMDIS

FOLLOWING STATE 82929 SENT ACTION GENEVA ALGIERS CAIRO

JERUSALEM TEL AVIV APR 23 RPT TO YOU QUOTE

O N F I D E N T I A L STATE 082929

LIMDIS

E.O. 11652: GDS

TAGS: OVIP (HENRY A. KISSINGER)

SUBJECT: SECVISIT

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1. PARTICIPATION

SECRETARY'S PARTY ARRIVING ABOARD SPECIAL MILITARY AIRCRAFT WILL CONSIST OF AN ESTIMATED FORTY PEOPLE, INCLUDING SUPPORT STAFF AND PRESS. FIRM ETA AND PASSENGER LIST WILL BE SUPPLIED SEPTEL.

2. CUSTOMS, HEALTH AND IMMIGRATION

REQUEST BULK CLEARANCE AND WAIVER OF VISAS FOR ENTIRE PARTY AND AIRCRAFT CREWS. PASSPORT NUMBERS, PLACE AND DATE OF BIRTH WILL BE PROVIDED SEPTEL. PARTY HAS ALL NECESSARY SHOTS. ASSIRN EMBASSY OFFICER TO RECEIVE PASSPORTS FROM TRIP CONTACT OFFICER AND HANDLE ENTRY/EXIT FORMALITIES. ADVISE DEPARTMENT WHEN WAIVERS ARE GRANTED.

3. SECURITY

A. THE U.S. SECRET SERVICE IS RESPONSIBLE FOR ALL PROTECTIVE SECURITY FOR THE SECRETARY. THE DEPARTMENT'S OFFICE OF SECURITY (A/SY) IS RESPONSIBLE FOR THE PROTECTIVE SECURITY FOR MRS. KISSINGER. SY AND USSS ADVANCE TEAMS WILL ARRIVE AT POST FIVE TO SEVEN DAYS BEFORE THE ARRIVAL OF THE SECRETARY'S PARTY WITH DETAILED INSTRUCTIONS. THEIR ETAS WILL BE THE SUBJECT OF A SEPARATE MESSAGE.

B. THE OFFICE OF SECURITY IS ALSO RESPONSIBLE FOR THE SAFEGUARDING OF ALL CLASSIFIED MATERIAL ASSOCIATED WITH THE SECRETARY'S VISIT. SY WILL PROVIDE DETAILED INSTRUCTIONS IN THIS REGARD TO THE RSO IN A SEPARATE MESSAGE.

4. ACCOMMODATIONS

PARTY SHOULD BE QUARTERED IN ONE CENTRALLY LOCATED HOTEL. PRESENT REQUIREMENTS ARE ONE SUITE, ELEVEN DOUBLES AND THIRTY-NINE SINGLES. THE DOUBLES ARE FOR THE FOLLOWING OFFICES DESCRIBED BELOW: (1) SPECIAL ASSISTANTS' OFFICE; (2) HOLDING ROOM; (3) AND (4) TWO CONNECTING DOUBLES FOR SECURITY COMMAND POST; (5) STAFF OFFICE; (6 AND 7) TWO CONNECTING DOUBLES FOR S/S; (8 AND 9) TWO CONNECTING DOUBLES FOR VISITORS' CONTROL ROOM; (10 AND 11) TWO

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CONNECTING DOUBLES FOR PRESS ROOM.

A. REQUIREMENTS FOR THE SECRETARY AND HIS IMMEDIATE STAFF:

(1) SECRETARY'S SUITE - MUST BE APPROPRIATE FOR HOLDING MEETINGS OR HOSTING SMALL DINNERS FOR EIGHT TO TEN PEOPLE.

(2) SPECIAL ASSISTANTS' BEDROOMS - TWO SINGLE ROOMS IMMEDIATELY ADJACENT TO THE SECRETARY'S SUITE ARE REQUIRED AS SLEEPING QUARTERS FOR HIS SPECIAL ASSISTANTS.

(3) SPECIAL ASSISTANTS' OFFICE (FOR USE BY THE SECRETARY'S IMMEDIATE STAFF) - DOUBLE ROOM.

REMOVE BEDS AND SET UP WITH:

(A) FOUR DESKS OR WORKING TABLES.

(B) THREE IBM ELECTRIC EXECUTIVE PROPORTIONAL TYPEWRITERS IF AVAILABLE, OR, ALTERNATIVELY, THREE OTHER IBM ELECTRIC PICA TYPEWRITERS, WITH TYPEWRITER STANDS. THE TYPEWRITERS MUST HAVE NEW RIBBONS AND MUST BE THOROUGHLY TESTED IN PLACE PRIOR TO ARRIVAL OF PARTY.

(C) NORMAL OFFICE SUPPLIES, FORMS, AND POST TELEPHONE BOOK.

(D) THREE TELEPHONES - SPECIAL TELEPHONE REQUIREMENTS. A TWO-WAY INTERCOM SHOULD BE INSTALLED TO CONNECT THE SECRETARY'S AND HIS SPECIAL ASSISTANTS' TELEPHONE SETS. A BUZZER OR RING SHOULD ALLOW THE SPECIAL ASSISTANTS TO TAKE THE SECRETARY'S CALLS, ANNOUNCE THEM AND TRANSFER THEM TO THE SECRETARY. THE TELEPHONE SHOULD NOT REPEAT NOT RING IN THE SECRETARY'S SUITE.

(4) HOLDING ROOM - (A WAITING ROOM FOR THE SECRETARY'S VISITORS). - DOUBLE ROOM

REMOVE BEDS AND SET UP AS A SITTING ROOM.

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(5) SECURITY COMMAND POST (FOR USE BY USSS AND SY AGENTS). - TWO CONNECTING DOUBLE ROOMS

WE WILL REQUIRE A LAND LINE TELEPHONE CONNECTION BETWEEN THE COMMAND POST AND THE AIRCRAFT.

IDEALLY, THE ROOMS DESCRIBED IN PARAGRAPH A ABOVE SHOULD BE SET UP WITH THE SECRETARY'S SUITE AT THE END OF THE CORRIDOR, BEDROOMS FOR THE TWO SPECIAL ASSISTANTS ON EITHER SIDE OF THE SUITE ACROSS THE CORRIDOR FROM ONE ANOTHER, THE HOLDING ROOM AND THE SPECIAL ASSISTANTS' OFFICE NEXT TO THE ABOVE TWO BEDROOMS RESPECTIVELY, AND SECURITY COMMAND POST NEXT TO THE SPECIAL ASSISTANTS' OFFICE. ACCESS TO THIS AREA WILL BE LIMITED.

B. OTHER OFFICE REQUIREMENTS (SEE PARA 4C BELOW)

(1) STAFF OFFICE (FOR USE BY SENIOR OFFICIALS IN THE SECRETARY'S PARTY). - DOUBLE ROOM

REMOVE BEDS AND SET UP WITH FIVE DESKS OR WORK TABLES, PHONES, ADEQUATE LIGHTING AND THREE IBM ELECTRIC PICA TYPEWRITERS, WITH TYPEWRITER STANDS.

PROVIDE TWENTY-FOUR-HOUR SECRETARIAL COVERAGE BY SCHEDULING TWO TOP-SECRET-CLEARED SECRETARIES FOR 16 HOURS AND HAVING TWO OTHERS ON CALL THE REMAINING 8 HOURS.

(2) S/S OFFICE (FOR USE OF EXECUTIVE SECRETARIAT STAFF). - TWO CONNECTING DOUBLE ROOMS

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